

## DOT HUMAN CAPITAL IMPLEMENTATION PLAN: WORKFORCE PLANNING & KEY HUMAN CAPITAL CHALLENGES

### WORKFORCE PLANNING & KEY HUMAN CAPITAL CHALLENGES











**STANDARD 2:** Workforce Planning and Deployment

**STANDARD 1:** Strategic Alignment

**STANDARD 3:** Talent

**CRITICAL SUCCESS FACTORS:** Human Capital Focus; Workforce Planning; Workforce Deployment; President's Management Agenda Alignment; Workforce Analysis

**MEASURE:** OAs have plans in place that meet all the critical success factors listed above.

MILESTONE	TARGET DATE	STATUS <sup>1</sup>			ACTUAL DATE	RESPONSIBLE ENTITY AND POINT OF CONTACT
		 -C	 -OT	 -D		
Develop a workforce planning model for Departmentwide use	April 1999				April 1999	Randy Bergquist, M-10
Complete workforce planning pilots in OAs	March 2000				March 2002	All OAs Randy Bergquist, M-10
Define critical occupations and respective competencies for DOT workforce	July 2001				July 2001	All OAs Denise Schossler, M-10
Prepare and submit reports on DOT restructuring initiatives for OMB	September 2001				September 2001	All OAs Patrice Blackman, M-1
Augmented existing workforce planning model to include OMB and OPM criteria	April 2002				April 2002	Liz Hoefer, M-1
Based on OMB and OPM guidance, identify and align key program performance challenges and related human capital challenges	March 2002				March 2002	All OAs Liz Hoefer, M-1
Convene Human Capital Planning Council to develop plans and solutions for key performance problems and continue implementing workforce planning initiative	April 2002				April 2002	All OAs & OST Liz Hoefer, M-1 Randy Bergquist, M-10 M Human Capital Team

<sup>1</sup>Status Code:  Complete (C)  On Target (OT)  Delayed (D)







IMPLEMENTATION PLAN-10

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		●-C ▼-OT ●-D		
Develop and submit summary matrices of OAs' extensive analyses to determine PMA compatible solutions to HC challenges for Key Performance. (Analyses followed augmented Departmental Workforce Planning Model)	June 2002	●	June 2002	All OAs and OST Liz Hoefer, M-10 M Human Capital Team
Create a Human Capital Planning "Community of Interest" on DOT's Intranet as an information sharing and knowledge management tool for the HC Planning Council	July 2002	●	July 2002	Liz Hoefer, M-1
Drafted an integrated, comprehensive Human Capital Plan for OMB and OPM approval	August 2002	●	August 2002	M Human Capital Team Mari Barr Santangelo, M-10
Revised Draft Human Capital Plan to align with Revised OPM/OMB/GAO Human Capital Standards for Success and developed Implementation Plan	September 2002	●	September 2002	M Human Capital Team Mari Barr Santangelo, M-10
Begin monthly meetings of HC Planning Council	October 2002	●	October 2002	Randy Bergquist, M-10 Liz Hoefer, M-1

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Continue with ongoing Human Capital Planning, including workforce planning and deployment, conducting periodic evaluations of human capital solutions associated with OA specific and Department-wide workforce planning efforts. Incorporate new initiatives based on feedback from OAs through HR Council and HC Planning Council	Underway, and will continue with additional OMB and OPM feedback in October 2002			HR Council HC Planning Council M Human Capital Team Randy Bergquist, M-10
Human Capital Planners from each OA and OST actively participate in development of a new DOT Strategic Plan for 2003-2007 that will include Human Capital strategies for program goals	October 2002 (begin)		October 2002	HR Council HC Planning Council M Human Capital Team Randy Bergquist, M-10
Complete OA workforce plans for critical occupations in key mission areas for integration into Department's comprehensive Human Capital plan	December 2003			HR Council HC Planning Council M Human Capital Team Randy Bergquist, M-10
Begin to integrate centralized competency management system into workforce planning and analysis capability	December 2003			Tom Garell, M-12 Randy Bergquist, M-10

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Integrate workforce plans into Department's Human Capital Plan, ensuring that the HC solutions support the mission and management goals in DOT's Strategic and Performance Plans and the PMA	March 2004			Human Capital Planning Team Randy Bergquist, M-10
Continue to implement, evaluate and update HC solutions for effectiveness, efficiency, and cost savings	Ongoing			Human Capital Planning Team Randy Bergquist, M-10

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